AutoMARK Preparation Checklist

The following tasks must be completed prior to each election for each AutoMARK terminal that will be assigned to a polling location. Refer to the <u>Pre-Election Day Checklist</u> provided by ES&S for details on how to perform the following:

☐ Install the flash card containing the election specific information and instructions. Ensure that the flash card is unlocked.

☐ Install the ink cartridge; ensure there is enough ink for election-day use. (If a new ink cartridge has been installed, reset the ink cartridge "Ink Remaining Percentage" to 100%.)

☐ Ensure that the Printer Head Selection has been properly set.

☐ Ensure that the date and time are properly set.

☐ Select the precinct(s) that must be accommodated. (Optional)

☐ Ensure that the battery is fully charged.

☐ Calibrate the touch screen.

☐ Ensure that all touch screen selections are performing properly.

☐ Ensure that all keypad functions are performing properly.

Attach the completed checklist to the AutoMARK Voter Assist Terminal (VAT) – Logic and Accuracy Test Certification form.